

ROTHWELL HARRIERS

SELF DECLARATION FORMS FOR PARENTS WHO ASSIST THEIR CHILD WITHIN TRAINING SESSIONS WITH JUNIOR ATHLETES.

Our aim is to create an environment in which the young athlete (child) and their parent(s), guardian, responsible adult, carer or closest relatives can feel confident that Rothwell Harriers are providing a safe and wholesome setting for all participants in the sport of athletics.

We have a responsibility towards the health and safety of all young athletes (children) who use the Club.

A Self Declaration Form needs to be completed if you are:

- A Volunteer/Helper at any of our sessions that involve children/athletes.
- If you wish to stay with your child/athlete initially as they join the club
- If your child/athlete is younger than 9 years old we may ask that you stay with your child to ensure they are safe and assisted if they tire or wish to return to base.

As a volunteer/helper you will assist only as directed by a coach for that session and should not be left alone with the children in that group.

If you are a parent or carer you will only have responsibility for your own child and should not assist or take another child without the consent of the parent/carer of the said child.

We ask that you read the safeguarding and first aid policies on our website.

In accordance with UKA (United Kingdom Athletics) and EA (England Athletics) a new form that replaces the volunteer form has been updated and Your Welfare Officer will request that you complete the form in accordance with safeguarding policy.

All information supplied will be Private and Confidential and will be held in accordance with the (Data Protection Act 1998) by the Welfare Officer unless a disclosure or check provides a safeguarding concern for a child/children.

Rothwell harriers would like to thanks you for your co-operation on this matter.



Self-Declaration and Disclosure Form

Private and Confidential

For roles involving contact with children (under 18 year olds).

All information will be treated as confidential and managed in accordance with relevant data protection legislation and guidance. You have a right of access to information held on you under the Data Protection Act 1998.

Part One

<i>For completion by the organisation:</i>	
Name:	
Address and Postcode:	
Telephone/Mobile No:	
Date of Birth:	
Gender:	Male / Female
Identification <i>(tick box below)</i> :	
<input type="checkbox"/>	I confirm that I have seen identification documents relating to this person, and I confirm to the best of my ability that these are accurate.
<i>Either</i>	
UK Passport Number and Issuing Office	
UK Driving Licence Number <i>(with picture)</i>	
<i>Plus</i>	
National Insurance Card or current Work Permit Number	
Signature of authorised Employing Officer:	
Print name:	
Date:	

Part Two

NOTE:

If the role you are in or have applied for involves frequent or regular contact with or responsibility for children you will also be required to provide a valid DBS (Disclosure and Barring Service) certificate which will provide details of criminal convictions; this may also include a Barring List check depending on the nature of the role (see organisational guidance about eligibility for DBS checks).

<i>For completion by the individual (named in Part one):</i>	
Have you ever been known to any Children's Services department or Police as being a risk or potential risk to children?	YES / NO <i>(if Yes, provide information below):</i>
Have you been the subject of any disciplinary investigation and/or sanction by any organisation due to concerns about your behaviour towards children?	YES / NO <i>(if Yes, provide information below):</i>
Confirmation of Declaration <i>(tick box below)</i>	
<input type="checkbox"/>	I agree that the information provided here may be processed in connection with recruitment purposes and I understand that an offer of employment may be withdrawn or disciplinary action may be taken if information is not disclosed by me and subsequently come to the organisation's attention.
<input type="checkbox"/>	In accordance with the organisation's procedures if required I agree to provide a valid DBS certificate and consent to the organisation clarifying any information provided on the disclosure with the agencies providing it.

	I agree to inform the organisation within 24 hours if I am subsequently investigated by any agency or organisation in relation to concerns about my behaviour towards children or young people.
	I understand that the information contained on this form, the results of the DBS check and information supplied by third parties may be supplied by the organisation to other persons or organisations in circumstances where this is considered necessary to safeguard children.
Signature:	
Print name:	
Date:	